

The Department of Early Childhood Education (DECE) will be hiring a Monitor under the Office of School Readiness to provide oversight to First Class Pre-K programs in Regions 5. Region 5 includes the following counties: Blount, Etowah, Cherokee, Calhoun, Cleburne, Talladega, Clay, Randolph, Coosa, Tallapoosa and Chambers. The Roles & Responsibilities are listed below but do not include all duties that may be expected of the position.

1. Establishes effective relationships with directors and teachers.
2. Assist at regional trainings
3. Perform monitoring visits
4. Check documentation for accuracy
5. Completes monthly reports
6. Maintains documentation
7. Effectively communicates regarding visits
8. Communicates timeline deadlines regarding non-compliance issues
9. Collaborates with team members issues and concerns with sites
10. Ensure Strengthening Families Program is being initiated

This position requires meeting the qualifications for the job code listed, including a degree in Early Childhood Education, extensive travel, and flexibility with scheduling. Applicants must apply to the State Personnel register. Once the application has been submitted, please mail or email a resume to:

Tammy Gibson
Personnel Officer
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